

the transfer order by the holding activity in the case of domestic shipments, or 45 calendar days in the case of export shipments. The holding activity will communicate failure to receive such shipping instructions to the GSA regional office which approved the transfer. If the transfer order indicates the property is to be picked up by the transferee agency, the action must be accomplished within 20 calendar days from the time such agency is notified by the holding activity that the shipment is ready. The holding activity will communicate with the GSA regional office concerning the failure of the transferee agency to pick up property within the allotted time.

(1) Holding activities will carry out shipping instructions within 20 calendar days from receipt or make property available for pickup promptly

(2) If the holding activity is unable to ship or deliver as required, the ordering activity must be advised of the reason for delay and a new scheduled shipping or delivery date.

(h) Whenever a transfer order covers excess personal property which has deteriorated materially below the reported condition, the holding agency shall advise the GSA regional office of its current condition. The GSA regional office will so advise the ordering agency. Shipment will not be made until the ordering agency has advised the GSA regional office that the existing condition is acceptable and the GSA regional office has so advised the holding agency.

(i) Whenever an excess item of equipment is transferred, any available operating manual, parts list, circuit or wiring diagram, maintenance record, log, or other instructional or informational publication or brochure pertaining to the equipment shall accompany and be transferred with the item of equipment.

(j) Use of the SF 97, Certificate of Release of a Motor Vehicle, is restricted to situations where title to the vehicle leaves the Federal Government (see subpart 101-38.7).

**§ 101-43.310 Costs and proceeds.**

**§ 101-43.310-1 Cost of care and handling.**

Each holding agency shall be responsible for and bear the costs of performing care and handling of excess property pending disposition. Direct costs incurred incident to transfer shall be borne by the recipient if billed by the holding agency. Overhead or administrative costs or charges shall not be included. Only costs incurred in the actual packing, preparation for shipment, loading, and shipment may be recovered by the holding agency. Where such costs are incurred, they shall be reimbursed by the recipient upon appropriate billing unless the holding agency waives the amount involved. Billing by a holding agency for direct costs of less than \$100 for any single shipment would appear to be uneconomical and should be avoided.

**§ 101-43.310-2 Proceeds.**

(a) The proceeds of a reimbursable transfer shall be paid to the transferor agency where:

(1) The transferor agency acquired the property with funds not appropriated from the general fund of the Treasury;

(2) The transferor agency is the USPS;

(3) The transferor agency is a wholly owned or a mixed-ownership Government corporation as defined in the Government Corporation Control Act (31 U.S.C. 841);

(4) The transferor agency is the municipal government of the District of Columbia;

(5) The transferor agency is a non-Federal agency for which GSA procures;

(6) The transferor agency acquired the property with appropriated funds, but by law is authorized to recover the proceeds;

(7) The property is transferred under the exchange/sale authority; or

(8) The property transferred is the private property of a nonappropriated fund activity.